



Cover Memorandum/Staff Report

File #: 24-017 CRA

Agenda Date: 5/30/2024

Item #: 7G.

TO: CRA Board of Commissioners
FROM: Ashlyn Darden, Legal Advisor
THROUGH: Renée A. Jadusingh, Executive Director
DATE: May 30, 2024

FIRST AMENDMENT TO PROJECT CONSULTANCY & DESIGN SERVICES PROGRAM FUNDING AGREEMENT - HARVEY INSURANCE SOLUTIONS INC. (20 NW 6th AVENUE) TO INCREASE THE FUNDING AMOUNT IN AN AMOUNT NOT TO EXCEED \$9,500

Recommended Action:

Approve an amendment to the existing Project Consultancy & Design Services Program funding agreement for Harvey Insurance Solutions, Inc. for the improvement project located at 26 NW 6th Avenue, CRA sub-area #3 to increase the funding amount in an amount not to exceed.

Background:

Harvey Insurance Solutions Inc was formed by Owner, Mr. Christopher Harvey. Mr. Harvey requested funding assistance under the Project Consultancy & Design Services Program for an improvement project located within the building located at 20 NW 6th Avenue (Building) for an amount not to exceed \$5,000; the Building is owned by Hatcher Construction and Development, Inc., and was developed through a Ground Lease Agreement with the CRA within CRA sub-area #3.

The Owner is leasing a suite within the Building to provide insurance related services to the general public. Funding assistance was requested to design interior office space that maximizes the available square footage of the suite, allowing the most efficient and flexible layout for a variety of functions necessary to provide the services to be offered by the Owner. If awarded, the completed designs and plans produced under the Project Consultancy & Design Services Program will be used so that the Owner can apply for the Site Development Assistance Funding Program to help with the actual construction and improvement costs.

At the February 27, 2024, CRA Board Meeting, the CRA Board approved a Project Consultancy & Design Services Funding Assistance Agreement (Level 2 Design Services) for an amount not to exceed \$5,000. Thereafter, Mr. Harvey requested additional assistance in the amount of \$4,500 due to requesting to use a different architectural firm than originally selected.

CRA Staff recommends the approval of an amendment for the First Amendment to the Project Consultancy and Design Services Funding Agreement to increase the total funding amount to \$9,500. The total amount allowed for this funding program is \$15,000, therefore this request falls within the funding amount for the program.

Attachments: Exhibit A - Location Map, Exhibit B - Photos of Existing Conditions, Exhibit C - Executed Project Consultancy & Design Services Program Agreement, Exhibit D - Funding Assistance Detail Sheet; Exhibit E - Project Consultancy Grant Guidelines, Exhibit F - First Amendment to Project Consultancy and Design Services Agreement

CRA Attorney Review:

The CRA Legal Advisor has drafted the First Amendment.

Funding Source/Financial Impact:

N/A

Overall need within the Community Redevelopment Area from Delray Beach CRA

Redevelopment Plan:

Removal of Slum And Blight

Land Use

Economic Development

Affordable Housing

Downtown Housing

Infrastructure

Recreation and Cultural Facilities